

Use of PRISM for FY2008 Program Submission

Attn: MSC and District PRISM Users

The PRISM database is open and ready for the FY 2008 program submission utilizing the PBS and PB2a modules of PRISM. Please refer to section 12 in the main portion of the Budget EC for additional information concerning the use of data systems for the FY 2008 budget submission.

1) P2-to-PRISM Transfer

The P2-to-PRISM transfer utility will soon be available for loading of selected data fields from P2 to PRISM for O&M (and MR&T O&M) projects. Instructions concerning this procedure are provided in a separate accompanying document.

2) PRISM Business Line Maintenance screens

The PRISM Business Line Maintenance screens will be used to enter and update data such as rankings and performance information as defined in the Budget EC. The screens are accessed by selecting item #7 from the PBS menu.

For your information refer to the spreadsheet accompanying these instructions for a description of the data elements and edit checks for the fields on these screens. Rely on the Budget EC annexes for definitive guidance on the meaning of the data elements.

The basic operation of these screens is similar to the other PRISM data maintenance screens and is similar to how they operated last year. Refer to sections A-3 and A-4 in the PRISM Users Manual for general screen operation instructions.

Note that after querying for a project, you can use the up-arrow and down-arrow keys to move from one budget item row to another. To add a new row, arrow-down to the first blank row and enter your data.

From any budget item row, press the [Page-Down] key to access a sub-screen where you will enter the ranking criteria / performance measure details for that budget item. From the detail sub-screen, press [F10] to return to the home screen.

After you've created the first budget item row with associated ranking criteria / performance measure details for that row, many of the ranking criteria / performance measure data fields will automatically populate when you create subsequent rows. Those fields can then be revised as needed. Therefore it will save you time to enter all the data fields for the initial row within a project before going on to the second row.

Several business lines ask for textual remarks. The maximum number of characters allowed for each of these textual data fields are:

NAV:	Project Description – 250 characters Consequences - 160 characters Purpose - 160 characters Remarks - 600 characters Dam Safety Impacts – 160 characters Relative Risk – 160 characters
FDR:	Project Description – 250 characters Consequences - 160 characters Purpose - 160 characters Remarks - 600 characters PERCAP Remarks - 250 characters Risk - Egress - 250 characters Risk - Remarks - 500 characters Dam Safety Impacts – 160 characters Relative Risk – 160 characters
HYD:	Project Description – 250 characters Remarks – 600 characters Justification/Funding Argument - 480 characters Budget Item Description - 80 characters
ENR:	Project Description - 625 characters Narrative Justification - 500 characters Scarcity Documentation - 200 characters Connectivity Documentation - 200 characters Special Status Species Documentation - 200 characters Plan Recognition Documentation - 200 characters Output of Increment - 200 characters
CAP:	Description - 500 characters Output - 200 characters Remarks - 600 characters Scarcity Justification - 200 characters Connectivity Justification - 200 characters Special Status Species Justification - 200 characters Plan Recognition Justification - 200 characters Self Sustaining Justification - 200 characters
WTR:	Budget Item Description - 80 characters Remarks – 480 characters
Others:	Budget Item Description - 80 characters

For the above data fields the PRISM data entry screens will provide a pop-up window to enter and edit the text. Press the [Esc-E] keys to access this pop-up window, and [Shift-

F3] to accept changes and close the window. **Do not use double-quote, line-feed, or tab in any of these textual fields or the download extract will not be able to load properly into Excel.**

3) Initialization of PRISM Business Line Maintenance Data

If an MSC/District decides that they want to initialize their FY08 submission based on the FY07 data, the MSC may contact Elinor Case at HQUSACE (see contact info below) with a list specifying the district(s), appropriation(s), and business line(s) to be initialized.

Note that the intended starting point for O&M projects will be the data transferred into PRISM from P2.

The PBS Level-to-Level Copy utility (#21 on the PBS Menu) only applies to the “grunt sheet” data tables and does not deal with the Business Line Maintenance data. The only way to copy FY07 Business Line Maintenance data to FY08 is by request to HQUSACE.

4) Business Line Report and Download/Upload (to/from Excel spreadsheet)

A PRISM report is available which will display all the data elements entered for selected appropriation(s) and business line(s). You may choose whether you want to see a detailed report with all data elements or only those data elements that are common to all business lines. To generate this report select item #20 “Business Line Listing” from the PBS Reports Menu.

A more useful method of retrieving the data you’ve entered is to download it into an Excel spreadsheet. This allows you to sort and filter within Excel, and also allows you the option of modifying data in Excel which can then be uploaded back to PRISM. Instructions for the download and upload are contained in a separate accompanying document.

5) PBS Survey, PED, and Construction Budget Maintenance screens

On these traditional “grunt sheet” PBS data entry screens, and the associated A-2.5 and B-2.1 reports, two funding levels will be displayed: Initial and Capability. The FY 2008 Federal (Corps) and Inland Waterway Trust Fund amounts in those two funding levels will be computed and derived from the amounts entered in the Business Line Maintenance screens. Therefore those FY 2008 fields can not be entered directly on the Survey, PED, and Construction Budget Maintenance screens. All other data fields on these screens can be entered as in past years. The outyear and other data fields on these screens and reports have been initialized by copying bfy '2007' level 'C' into bfy '2008' level 'C'.

6) PB2A

It is the responsibility of PRISM users to initialize bfy '2008' PB2a projects. The PB2a level-to-level copy screen is available for your use in copying PB2a data from '2007' to '2008' to give you a starting point. The PB2a level-to-level copy screen operates on a single project at a time.

Note that the Budget EC requests that PB2a's be submitted for both Initial and Capability levels of funding. Use PB2a level code 'C' for the Initial and '9' for the Capability.

The PB2a module has an option to copy data from the PB2a Method of Finance into PBS. This only works on level 'C' PB2a's and will update the "Initial" funding level data fields in PBS. The copy will only proceed if the amounts in the PB2a are in-synch with the FY08 amounts entered in the PBS Business Line Maintenance screen.

7) SAD

South Atlantic Division is using P2 for development of the FY 2008 Budget for Investigations and Construction, as well as O&M. In addition, SAD is using Oracle Financial Analyzer (OFA) rather than PRISM to prepare all the performance measure data fields required on the business line spreadsheets. When SAD has completed their submission in OFA, the P2-to-PRISM transfer procedure described in an accompanying document will be used to copy SAD's OFA data to PRISM.

8) Other notes

The PBS 'Capability Maintenance' data entry screen has been disabled for entry of bfy 2008 data. This screen will remain closed for bfy 2008 until the capability update early next year prior to Congressional testimony.

9) Points of contact for PRISM technical support are:

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